

Minutes – Instow Parish Council Meeting

Held on the 22nd July at Instow Parish Hall 7.30pm

Attendees – Cllrs Allen (Chair), Scott (Vice-Chair), Maccall, Hackett, Harper, NDCllr (&MP) Saxby, DCCLr Biederman and 9 Parishioners. Parish Clerk - Roger Levick instowparishclerk@gmail.com 07789 267149

Agenda

1. Min 35 21/22 – The meeting opened at 19.55 following a Planning Presentation by Saville's regarding application 66623 which overran.
2. Min 36 21/22 – Apologies – Cllr Hellyer
3. Min 37 21/22 - Councillors Declaration of Interests. Cllr Scott declared an interest in the Grant Application from the PCC for funds to help repair stonework on walls in St John's Churchyard. Noted.
4. Min 38 21/22 – Parishioner Questions – Richard Sainsbury addressed the Council regarding planning application 66623 – see appendix for full content. Lenise Forman asked what could be done regarding the increase in the number of vehicles driving onto the beach, some to launch boats, some to launch jet ski's. The answer given was that the Council do not have the manpower to 'police' the beach, however a revisit of possible solutions of preventing vehicular access, in conjunction with the Environment Agency would be advisable. Additional signage clarifying beach usage could also be considered
5. Min 39 21/22 - County & District Councillors report – DCCLr Biederman reported via text that now the initial parking 'plan' for Instow was finally progressing, he would like to start work with IPC on the next steps, whether in a 'jigsaw' way, or a village wide concept. It must be noted however, that there is not enough parking for residents, let alone visitors, so a compromise solution is inevitable. NDCllr (&MP) Saxby's report is attached as an appendix. Cllr Maccall asked NDCllr Saxby why the planning committee of NDC was in such a shambolic state. The reply was that it had been acknowledged the planning committee was experiencing difficulties in maintaining the standards expected!
6. Min 40 21/22 - To confirm as a true record the minutes of the meeting held on the 6th May. Unanimously agreed
7. Min 41 21/22 - Matters arising from the minutes not listed elsewhere on the agenda – none raised
8. Min 42 21/22 - Tracker update – see appendix
9. Min 43 21/22 - Correspondence and Communications – see appendix
10. Min 44 21/22 - Finance – all payments made in June and July approved unanimously (listed as appendix). Authority also given that payments due in August can be agreed (by the Finance Committee) and paid, owing to the fact that there is no Council meeting until September 16th. Cllr Scott clarified the 2 grants already authorised, one being for the flooring costs of the pre-school playgroup, and the second to assist the Parochial Church Council in repairs to the public churchyard. Cllr Scott also raised the issue that the Parish Clerk had recently had to replace his computer set-up, and that it was much used for Council purposes. It was felt wise that a back-up system should be in place, owned by the Council, to avoid any difficulties that could arise in the event of a change of role. A sum of £500 was agreed for the Clerk to purchase a suitable system, a tablet or laptop, and transfer a copy of all Parish data held. Unanimous
11. Min 45 21/22 - Update from Planning sub-committee – much discussion ensued regarding planning app 66623, including the possibility of a village petition, which was discounted due to the short timeframe. The Council agreed that they would oppose the application on the following grounds –
 1. The height restrictions originally agreed had been overridden and should be re-instated
 2. As the application was supposed to benefit Instow (with its ageing population), no consideration had been given to providing homes that could be suitable for the elderly or infirm.
 3. There was no apparent appreciation of the amount of surface water that always gathered at the road junction following heavy rain
 4. The bottom of the lane needed major reinforcement if heavy lorries would be using it – the under-road conduit was always subsiding, and the road had been again closed within the past 2 weeks for repairs
 5. A covenant is needed that stipulates 'no balconies' on the South side of the properties
 6. Assurance that the present sewage system is robust enough to cope
12. Min 46 21/22 - Yelland update – Cllr Maccall wanted it noted that the Council fully appreciated the support that Cllr Biederman gave in opposing the motion at the NDC meeting in June.
13. Min 47 21/22 - Recreation Ground update – see Tracker point 6
14. Min 48 21/22 - Car Park progress and Ticket machine – see Tracker point 1

15. Min 49 21/22 - Climate Change/Environmental Issues – Cllr Maccall's full notes available upon request from Parish Clerk. Agreed that practical ideas can be documented at the September meeting. Also recommended that Cllr Maccall liaise with the Parish Magazine Editor for publicity.
16. Min 50 21/22 - Beach Cleaning update – The Clerk suggested that a thank you card was in order to Joanne Bell for her outstanding work in her role as Beach Cleaner. Unanimous!
17. Min 51 21/22 - Queen's 60th – Cllr Scott proposed, Cllr Maccall seconded that the WI be approached to organise a suitable celebration of the Queen's 60 years on the Throne, and that a sum of money be made available to them for organisational purposes. Unanimous
18. Min 52 21/22 - To appoint a Cllr who would work with the Chair and Clerk on risk issues, and the required documentation. The Clerk suggested that Cllr Harper be approached – Clerk to do.
19. Min 53 21/22 - Co-opting a Councillor – held over for a short period
20. Min 54 21/22 - Date of next meeting – Thursday 16th September
21. Min 55 21/22 - Any other business - none
22. Min 56 21/22 - Agenda items for September meeting – to include practical recommendations as per minute 49 21/22 above.

Instow Parish Council 'Tracker' – updated for July 21

1. **Car Park Ticket Machine** – New machine installed and working. However, there are still issues regarding low mobile signal at certain times of the day – several visits by Metric technicians have been required in order to try and maximise available signal strength. At present, after various modems have been tried, a 2G only modem is in place which is producing better results. Interestingly, the Flowbird machine which is still in place (cash only), is proving more popular, and is taking more money than the Metric totals of contactless and cash.
2. **Former Sand Hills Care Home** – further response from CEO NDC, stating that NDC had been in contact with the owner and agent, chasing actions from them. Further (CEO) chase from IPC 8th June, nothing further heard. Cllr Maccall will put together details of what NDC could actually do to improve the site, without having to wait for the owner to start renovations
3. **Resident's parking** (Lane End & part of Marine Parade). Feedback from survey indicated a 75% majority in favour of the scheme. Now awaiting date for implementation. The Council agreed that now was the time to start discussing the possible next phases, and as noted (item 5), DCCLr Biederman is in full agreement.
4. **Car Park Improvement Plan** – A meeting with NDC previously arranged for the 19th July to try and firm up potential timings for work to commence had now been delayed until the 23rd July.
5. **Instow Beach Moorings** – Removal of sunken uninsured yacht nearly complete. Owner has disappeared
6. **Instow Recreation Ground** – nothing further heard from DCC regarding their version of the lease. PC has emailed DCC asking for an update – no response to date, and a decision was made that a copy of Instow's lease be forwarded to DCC via DCCLr Biederman.

Correspondence and Outcomes – July 2021

1. Broadband – Paul Nethercott who is Community Liaison Executive for Airband, still recommends parishioners to register their interest in the broadband project at www.airband.co.uk if they haven't already done so
2. Email from Mr Hansen enquiring as to who owned the 'rusting wrecks' at Yelland. Apparently, he has an interest in renovating such objects – referred him to Christie Estates
3. Enquiry from Justine Hodgson regarding holding Community Events on Instow Beach. Responded with the relevant criteria – no further communication received
4. Email from DCCLr Biederman with dates and times of Police monitoring of Anstey Way parking, and a recommendation to report dangerous/obstructive parking on <https://devon-cornwall.police.uk/contact-forms/101-non-emergency/>
5. Email from Ryan Blundell (Founder of Tideschart.com) asking if the Council would be interested in adding his website address to the IPC website – he appreciates that we already have tidetimes.org.uk on our website, but considers his superior – not supported by the Council. It was also noted that NDYC.org was used by local sailors, and the Parish website could include that under beach information. Agreed

6. Email from Ms Lewis reporting criminal damage to her car whilst parked by the Dunes, and saying that if she was allowed to park outside her home, it may not have happened. She appreciates that IPC can do little, but wanted them to be informed – sent email to DCCllr Biederman for information
7. Email from Paul Hodges (holidaymaker), complaining about the amount of dog mess on the beach and Tarka Trail – appropriate response sent, emphasising that cleaning the Tarka Trail is not IPC's responsibility.
8. An email from both the Instow Pre-School PTFA, and St Johns PCC, expressing their gratitude and thanks for the grants awarded them by IPC
9. Various emails from 'interested' parties regarding Planning Application 66623 (land at Barton Cross), and expressing their disappointment at the laxity of the NDC planning department, which has resulted in a new application having to be submitted.

Finance – June Payments (confirmation)

<u>Payee</u>	<u>Details</u>	<u>Amount</u>
Clerk's expenses	Zoom, monthly payment, and parking	£58.09
Reimbursement to Clerk	DX Signs for Marine Parade Car Park	£419.58
Michael Williams	Village maintenance	£150.00
Dave Budd	Grass cutting	£340.00
North Devon Council	Clerk's Salary	£733.55
Julie Braddick	Toilet Block and Bus Shelters	£684.50
Joanne Bell	Beach Cleaning x 4 weeks	£240.00
Booker Direct Debit	Toilet Block equipment	£239.82
BHIB	IPC Annual Insurance	£1,017. 75
MJ Scott	Paint for Car Park	£18.00
Metric	Required advance payment	£1,420. 20
WorldPay	Direct Debit	£3.60
C Waldron	Website maintenance	£37.50
BHIB	Additional cover cost	£87.60
Jun-21		
Treasurer's Account		£25,160.11
Business Account		£86,573.71
Car Park Income 21/22 year to date		£12,902.05
Car Park Income 20/21 year to date		£2,965.15

Finance – July Payments (confirmation)

<u>Payee</u>	<u>Details</u>	<u>Amount</u>
Clerk's expenses	Zoom, parking, stationery, monthly amount	£76.89
Reimbursement to Clerk	Audit fee	£92.88
Rob Floyd	Ironwork for Car Park	£90.00
MJ Scott	Reimbursement - Wood and Masonry Paint	£76.63
Michael Williams	Recreation Ground (funded by County grant)	£180.00
Michael Williams	Clearing sand - beach front	£24.00
Joanne Bell	Beach Cleaner	£180.00
Julie Braddick	Toilet Block, Bus shelters	£694.04
Charles Waldron	Additional website work - AGAR	£30.00
Dave Budd	June grass cut, plus wild flower annual	£490.00
Metric	2 x Ticket Rolls	£117.29
Booker	Toilet Block equipment	£291.40
NDC	Clerk's salary	£773.55
St John's PCC	Grant application	£2,500.
Instow Pre-School PTFA	Grant application	£1,875.

South West Water	Marine Parade Toilets	£415.75
Michael Williams	Quay Lane clearance	£33.00
Dave Budd	July grass cut	£340.00
	Jul-21	
Treasurer's Account	£22,809.50	
Business Account	£86,574.42	
Car Park Income 21/22 year to date	£16715.95 minus VAT £13930 net	
Car Park Income 20/21 year to date	£5237.05 minus VAT £4364 net	
Metric Income - card payments	£1414.8 minus VAT £1179 net	
Metric Income - cash payments	£712.4 minus VAT £594 net	

Appendix – Richard Sainsbury

We object to this application (66623) for the following reasons:

When the application was first submitted for development (Ref 58608) consent was given for five dwellings with a specific height restriction to one or one and a half storeys (stated in the Planning Committee's minutes 13/9/17). We are now informed by Rowan Edwards (Consultants appointed by the Council) that the height restriction was omitted from the final outline consent – why? This important matter should be investigated if this whole process is to be regarded as transparent.

The twice amended plans and description in application Ref 66623 completely disregard that requirement and the plans show a design for five large executive type houses. This design is totally at odds with the original consent and quite out of keeping with this environmentally sensitive area. This opinion is shared and supported by local residents and the Council for Protection of Rural Devon who criticize the adverse impact the development will have on the rural setting of the Church. CPRD also object to the scale of the buildings and the departure from conditions of outline consent as set out at the planning meeting. Historic England whose responsibility it is to safeguard the interests of Grade 1 listed buildings, which includes St John's Church, made some crucial observations which are set out on the ND website - quote 'have highlighted certain historic environment factors that should be considered as part of the determination process'

We trust the Parish Council will ensure the height restriction detailed at the planning meeting in 2017 is again confirmed and refuse this application as it stands.

Appendix - report from District Councillor (and MP) Selaine Saxby

- Councillor Saxby thanked the parish council for all their work during such difficult conditions in the last 18 months
- Cllr Saxby detailed the work she had undertaken, with Cllr Biederman in his role as District Councillor for Fremington with the District Council team to ensure additional bins were secured ahead of the summer, and continues to regularly photograph and liaise with the team where problems arise with overflowing bins
- Parking continues to be an issue in the village and urges villagers to report parking violations to our County Council: <https://www.devon.gov.uk/roadsandtransport/report-a-problem/report-a-parking-problem/>
- Cllr Saxby detailed she was meeting with our Police and Crime Commissioner in the coming weeks to try to identify some potential solutions to low level anti-social behaviour in the village and parking problems to see if some form of "street marshal" could be deployed as seen in other busy seaside venues in North Devon
- Cllr Saxby also advised how her work here in Instow, as councillor dovetails into events in Westminster where the Planning White Paper is coming forward in the autumn and reassured villagers their voice was being heard at a national level. Cllr Saxby noted the issues raised with regards to local planning and the Barton Lane site as presented earlier in the meeting.